



## **MINUTES**

### **Borough of Ambridge – Workshop Meeting of Borough Council**

Tuesday, February 22<sup>nd</sup>, 2022 – 6:30 PM

I. **Call to Order / Roll Call**

Mr. Cafarelli - Present  
Ms. DeVincent - Present  
Mr. Dunn - Present  
Mr. Gill - Present  
Ms. Jones-Gilliam - Present  
Mrs. Miller - Present  
Mrs. Tessaro - Present  
Mayor McCoy - Present  
Chief Gottschalk - Present

II. **Invocation –**

III. **Pledge of Allegiance**

IV. **Public Comment on/off *Agenda Items* (5 minutes per speaker)**

Dennis Lopic – Church Street - Historical District ordinance changes

V. **New Business**

1. **Discuss Borough Credit Card Process and Procedures.**

One credit card currently. Proposing a credit card to each department head for purchases that are smaller. They have a budget, hold accountable to purchase within their budget. Rather than getting Purchase Order. Cash back incentives. Saves in postage. Need to discuss limits. Went through Wesbanco as it is our bank.

**Comments:**

- Jerome Gill states easier to have one person keeping track of money.
- Tina Miller states this would benefit small business' in town who are waiting on payment for 30 days to receive our check.

- Tony Cafarelli states the down time would not benefit the Borough with having to share one card amongst the department heads.
- Mary Jane Jones-Gilliam asked if the department would have to keep track of their expenses; yes, they would need to keep track of their line items and receipts. Department heads keep track.
- Bob Dunn asked what happens if department head is on vacation? Would they use it for fuel?

**2. Discuss Employee Uniform Expense reimbursement procedure.**

Currently employee purchases via contract, provides receipt and don't get reimbursed until following month. Contractual reimbursements should not have to wait until council approves.

**Comments:**

- Tina Miller states employee who has \$500 limit in their contract has to wait till council approves, but it is their money.
- Fire Chief Gottschalk says the Fire Department gets allotted a certain amount for uniforms and then that company bills the Borough. Turn out gear goes above the allotted amount.
- Mario Leone states Kristen will not issue a check until council approves. Department of Public Works limit \$500?

**3. Discuss obtaining quotes for upgrading Borough door locks, and entry points with new electronic keypads.**

Issues with keypads, fobs, cost of fobs. Need to call the company each time someone is deactivated. Keypad rather than FOBS, each person has individual code instead of FOB.

**Comments:**

- Fire Chief Gottschalk asks if we can add a keypad from office to radio room, with sign: Authorized Personnel Only. Replace existing, adding another. Admin office.
- Pittsburgh Area Computer

**4. Discuss appointment consideration of Deitre Maximillion Elliott for a vacancy on the Planning Commission. (Application attached)**

**Comments:**

- Term to expire in 2023? Add to agenda for March regular meeting.

**5. Discuss Planning Commission Request for Council to consider seeking proposals to study the Boroughs current zoning map and offer recommendations for changes.**

Dennis Lopic, Planning Commission Chairperson.

- Planning is asking if Council would consider updating zoning map and ordinance. Manufacturing/Industrial should be re-zoned as something else to protect those areas for future vision of Ambridge. Access to the river?
- Dennis Lopic states he would like to get the residents involved. Commission has been studying how to study the issue. Current process to invite by ward to have residents involved.

- Dennis Lopic states they would like to see access to waterways/river. Walkways along creeks? Re-zone the areas surrounding the waterways. Speak to neighbors in each area.
- Planning would like to address residents in those areas with a meeting or two.
- Would like a professional to help guide, not do the work for them.
- Planning would like Council to consider looking into the grants available or how Planning can. Mario Leone states grants are available but they prefer multi-municipal.
- Current map last revised 2016.
- Mario Leone suggests Planning fine tune their requests and what we want the consultant to assist us with and we can put out a scope.
- Beth DeVincent asks what the urgency is? Dennis Lopic states Council should be looking at the comprehensive plan.
- Mayor McCoy states soil testing and core sampling will need to be done if changing from industrial and could be costly.
- Tina Miller asks if we can find out where studies have already been completed; possibly through DEP. Planning Commission has someone from Leetsdale that deals with environmental issues.
- Ask Planning to dig deeper and see what we want to propose to a consultant. Borough Manager will look into grants.

#### **6. Cleaning company discussion**

Mario Leone obtaining quote from company doing the magistrates office.

- Jerome Gill asks if we keep an eye on cleaning people. Company must be bonded and insured.
- Thomas Cephas recommended by Mary Jane Jones-Gilliam.

#### **VI. Other Unfinished Business**

##### **1. School Resource Officer.**

- Still under review by School District Solicitor. They believe the District Attorney doesn't have the jurisdiction.

##### **2. Road Paving Program Update**

- Mario Leone to meet with the engineer tomorrow to compile a list to present to council at the March meeting.

##### **3. Streetscape RFP**

- Two companies provided proposals for 8th to 12th. Get businesses to provide input from them. Jim Joseph, Rick from Bridgetown. Invite other business owners along that stretch. Mario Leone not sure about repairing the old electric on poles on previous streetscape.

#### **VII. Adjournment**

**Motion to adjourn by Mr. Cafarelli; seconded by Mrs. Miller.**